

2017-18
NAAC - IQAC

Minutes of the Meeting held on 13th July 2017 in the Principal's chamber regarding NAAC at 1:00p.m.

Agenda:

1. To discuss about the faculties to take initiative on the research work/Programs
2. Research Projects, Conferences
3. Formation of IQAC Committee

Convener Dr. B Parmesh welcomed the Principal and the members who were present to the meeting and read the agenda.

The Principal started with faculty improving programs as no one availing the opportunity. The member proposed UGC sponsored projects either minor/major who are interested to take up.

It was also discussed regarding conducting National and State level Conferences for which UGC sponsors in the Academic Year 2016-17.

Principal also assured that the college will provide OOD facilities and financial support too if any faculty attended any such conferences in other academic institutions.

Also discussed on starting up of research Centre for PG Course. Also said to guide the research scholars, where Dr. Bhagyalakshmi showed interest in guiding such aspirants.

The meeting ended with budget approval for activities and convener thanked the members.

Outcome:

- IQAC Committee was constituted.
- Policy at the college level was framed to provide Support to the faculties for research related activities.
- National Level Conference, from the department of Commerce was organised.


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019



Principal
Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

A P S COLLEGE OF COMMERCE, BANGALORE





Meeting Notice

IQAC

The Members of the IQAC are here by informed to attend the meeting on 27th July 2017 at 2:30 PM in the Principal's chamber, without fail.


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

Members:

Asst. Prof. Srilakshmi V kittur – Coordinator 
Asst. Prof. Shankar K- Member 
Asst. Prof. M R Sharath- Member 
Asst. Prof. Manda Smitha- Member 

NAAC - IQAC

Minutes of the Meeting held on 27th July 2017 in the Principal's at 2:30 PM

Agenda:

1. Information and discussion of NAAC latest accreditation
2. IQAC Coordinators Requirements and proposals

Principal welcomed all the members to the meeting and said that as we have recently gone for NAAC assessment that is in 2016 May, certain information and discussions regarding will be taken up in this meeting with the previous members who were also in the core IQAC team. The Members are hereby informed to give all the support and information to the IQAC Coordinator.

IQAC Coordinator requested the following from the members:

- How the team was working?
- Previous NAAC files and documents
- Their suggestions and experiences

Sri. Shankar, gave his experiences that he had in the previous NAAC, he also said that it can be easily rectified in future if all the required documents are collected from the beginning itself.

Ms. Mandasmitha also shared the same thing and many times some faculties who lead the team/committee would have left the college without giving any documents and information. Ms. Sharath also had his own experiences regarding the documents duly signed by the concerned in charge and authorities.

Outcome:

IQAC Coordinator sent a circular to the staff regarding the documentation of reports , photos and such other documents .

An In-Charge staff one each from teaching and non-teaching was nominated with the approval of the principal.


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

A P S COLLEGE OF COMMERCE, BANGALORE










Date: 02-08-2017

Meeting Notice

All the Members of the IQAC Committee are hereby informed to attend the meeting on 2nd August 2017, at 2:30 PM in the Principal's Chamber, without fail.


Convener


Principal

1. Prof. Subramanya I S 
2. Prof Mukunda Naik D M 
3. Dr. Shivanna D C 
4. Dr. Sudha B S 
5. Mr. Shankar K 
6. Dr. Bhagyalakshmi S 
7. Mrs. Jayashree 
8. Mrs. Mandasmitha C 
- 02/08/17.
9. Mr. Mahendra M 

NAAC - IQAC

Minutes of the Meeting held on 2nd August 2017 in the Principal's at 1:30 PM

Agenda:

- Introduction of New members of IQAC
- New IQAC Coordinator's address

Principal welcomed the Members of the newly constituted College IQAC team and announced that Smt. Srilakshmi V Kittur will lead the team as IQAC Coordinator.

Smt. Srilakshmi V Kittur, addressed the members the following

She said humongous task and responsibility was given to the team to work on quality assurance of the college.

She appealed for the support of the team and with the permission she informed the members about the delegation of the work.

Members assured their cooperation.

Dr. D C Shivanna thanked the members for attending the meeting.

Srilakshmi
Convener

Co-Ordinator
IQAC

Acharya Patilhasala College of Commerce
N.R. Colony, Bangalore - 560 019

[Signature]
Principal

Principal
A.P.S. College of Commerce
N R Colony, Bangalore-560 019

NAAC - IQAC

Minutes of the Meeting held on 31st August 2017 in the Principal's at 1:30 PM

Agenda:

1. Progress report of IQAC
2. Information and Knowledge of NAAC

Principal welcomed all the members present to the meeting. And informed the IQAC convener to present the progress report of the IQAC.

IQAC started with the report on NAAC Progression work:

1. AQAR is under progress
2. A circular is been sent and the concerned faculties/staff are submitting their documents and reports
3. She also requested the principal for preparation of College Strategic Plan
4. The Mentor forms
5. More activities

Principal appreciated the progress and also informed the IQAC to make a rough draft of the college SPP and present same in the next meeting.

It was also discussed in the meeting that many NAAC Methodology workshops are conducted in various colleges so she should be provided with OOD and permission to attend the same to get acquit with the same.

The format of the Mentor Report was presented in the meeting and the same was approved by the principal and asked the members to get the forms duly filled from their respective mentees.

Outcome:


SPP rough draft was framed.

Mentors along with Class Teachers are appointed that is on 1:30 ratio class-teachers would get 30 students and Mentors would get 30 students each.


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal
Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019



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A.P.S. COLLEGE OF COMMERCE

(Affiliated to Bangalore University)

NAAC Accredited "B" Grade

Narasimharaja Colony, Bangalore-560 019, India.

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Mobile: 091-9620839765

E-mail: apscommercecollege@gmail.com

Web: www.apscommerce.org

Dr. B.Paramesh

M.Com., M.B.A., L.L.B., Ph.D

Principal

APSCC No. 018/2018-19

09TH April 2018-04-09

MEETING NOTICE

The Meeting of the IQAC is convened on 11th April 2018, Wednesday at 2:30 PM in the Conference Hall, all the members of IQAC are hereby informed to attend the meeting.

Agenda of the Meeting:

1. Introduction of the Members
2. To discuss on Revised NAAC Methodology
3. Qualitative Practices to be implemented in the College.
4. Queries and Suggestions











Sulakshi V.K. Kumar

CONVENER

S. A. S.
Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019.

**A P S COLLEGE OF COMMERCE, N R COLONY,
BANGALORE**

LIST OF IQAC MEMBERS

SL. NO	NAME	DESIGNATION	SIGNATURE
01	Dr. B Parmesh	Principal/Chairman	
02	Smt. Srilakshmi V Kittur	Asst.Prof/ Coordinator	
03	Dr. CA Vishnu Bharath A S	Vice President APSET/ Management Representative	
04	Sri. L Madhurnath	Former Principal, APSCC/ Member	
05	Dr. Sheshgiri	External Member	
06	Dr. M Mukund Naik	Sr. Faculty/ Members	
	Dr. Shivanna D C		
	Dr. Sudha B S		
	Mr. Shankar K		
	Mr. Venugopal K		
	Ms. Bhagyalakshmi B N		
07	Mr. Mahendra M	Administration Staff/Member	
	Mr. Vijnath		


Principal

NAAC - IQAC

Minutes of the Meeting held on 11th April 2018 in the Principal's at 1:30 PM

Agenda:

Submission of AQAR
To discuss on revised NAAC Methodology
Qualitative Practices to be implemented in the college
Queries and Suggestion

Principal welcomed all the members to the meeting and requested the IQAC Coordinator to carry forward the same.

IQAC addressed the gathering stating that we have submitted the AQAR of 2016-17 successfully and thanked the staff especially the office staff for their cooperation and support. She mentioned to the members present that as the NAAC has started with new Methodology, the college should be very careful in maintaining the documentations.

Qualitative Practices to be implemented in the college like:

- Teaching students with the help of PPTs which will be more effective.
- Teachers should get enhanced with their research work and show academic progression.
- Many new programs should be organised in the college other than the regular once.
- It was also mentioned henceforth regular feedback on each subject taught will be taken from the students.
- Relationship with parents needs to be strengthened by calling regular parents teachers meeting.


There were queries and suggestions given by the members present in the meeting. Which was recorded and the queries were addressed and few of the queries raised will be

Outcome:

- Teachers use PPTs in the class especially M.Com faculties
- Many teachers demanded for PPTs in more classrooms during the suggestion and queries session that was put forth before the Governing body meeting.
- Parent's teachers meetings were convened.


Convener
Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019



Acharya Patashala College of Commerce

Narasimharaja Colony, Bangalore-560019

Phone:-Office :080-26611786, Fax :080-2661245

Ema il-apscommercecollege@gmail.com, website: www.apscommerce.org

Dr.B Paramesha,M.com.,M.B.A.,L.L.B.,Ph.D

Principal I/C


APSCC.NO. /2018-19

Date: 15-09-2018

CIRCULAR

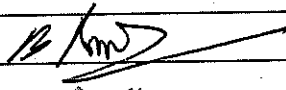


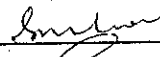



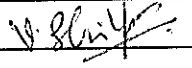



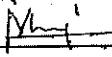
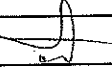

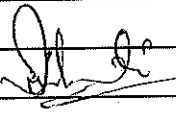


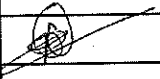

All the faculties are here by informed to attend IQAC meeting on Wednesday 19th September at 2:30 PM to till the end, in the conference hall.


IQAC
Coordinator


Principal
A.P.S. College of Commerce
N. R. Colony
Bangalore-560 019

A.P.S COLLEGE OF COMMERCE
N.R. COLOY, Bangalore-560019

Staff - List

Sl.No.	Name Smt/Sri	Signature
	Teaching Staff	
	Department of Commerce	
1	Dr. B. Paramesh	
2	Dr. D.M. Mukunda Naik	
3	Asst.Prof. Lakshmi Devi. L.P	
4	Asst.Prof. Shankar K	
5	Asst.Prof. Sri Lakshmi Kittur	
6	Asst.Prof. Bhagyalakshmi B N	
7	Asst.Prof. Rashmi G	
8	Asst.Prof. Uma. T.V	
9	Asst.Prof. Renukaiah T	
10	Asst.Prof. Shilpa V	
11	Asst Prof. B.K. Prabhakar	
12	Asst Prof. Lohit R	
13	Asst. Prof. Rajamuthu D	
14	Asst. Prof. Veena A.L	
15	Asst. Prof. Darshini V	
16	Asst.Prof. Manjunath D	
	<u>Kannada Dept.</u>	
17	Asst.Prof. Venkateshaiah K.M	
18	Dr. S.Bhagyalakshmi	
	<u>English Dept.</u>	
19	Asst.Prof. C. Jayashree	
20	Asst.Prof. Sandhya P.M	
	<u>Hindi Dept.</u>	
21	Asst.Prof. Jayothi D. Kumatar	
	<u>Sanskrit Dept.</u>	
22	Dr.E.N. Srinivas	
	<u>Computer Science Dept.</u>	
23	Asst.Prof. Satyashree	
	<u>Physical Education Dept.</u>	
24	Dr.D.C. Shivanna	
25	Ramanjaneya	
	<u>M.COM. Dept.</u>	
26	Dr.B.S. Sudha	

2018-19

NAAC – IQAC

Minutes of the Meeting held on 19th September 2018 in the Conference Hall at 2:30 PM

Agenda:

1. Regarding the NAAC New Methodology Orientation
2. Prepare for the same with queries and questions
- Principal welcomed all the members for the meeting and informed that the Management has given permission to conduct Orientation Program on New Methodology of NAAC
- He also said Management Representatives, Ex-Principal Dr.L Madhurnath and an external advisor will be addressing the program.
- He also mentioned that this program is both for teaching and non-teaching staff and all are hereby informed to attend the same without fail.

Outcome:

Circulars were sent and Program was arranged on 19th September 2018


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

NAAC – IQAC

Minutes of the Meeting held on 19th September 2018 in the Conference Hall at 2:30 PM

Agenda:

- AQAR Submission
- Quality assurance
- Teacher orientation
- New methodology
- Road-map for new Re-Accreditation

The Meeting was held on 19 September 2018 in Conference hall regarding NAAC. Prof. L.N. Sheshagiri being External Member of the college was the speaker. Trustee Members, Principal and Teaching Staff were present in the meeting.

Principal Dr.B.Paramesh welcomed Prof.L.N.Sheshagiri, External Member, NAAC, Dr.C.A.Vishnu Bharath, Vice-President, APSET, Sri.A.R.Acharya, Governing Council Chairman, APSCC and the faculties present in the meeting.

Also Prof.Madhuranath, former Principal, APSCC was present in the meeting.

Prof.L.N.Sheshagiri took over the session and started with as promised in previous session he will give a detail description on New Methodology of NAAC.

The meeting was held regarding the New Methodology of NAAC. The speaker started with the brief explanation on Self Study Report. Following are the few things he has suggested to follow:

- Quality of Education is much important, it should not begin and end with NAAC.
- NAAC Assessment suggests on Day-to-Day improvement.
- Quality Education cannot be Quantified.
- Documents are must for all.
- Quality Sustenance is most important then to concentrate on Excellence.

He also gave brief description on Self Study Report, Data Validation and Verification, Learning Management System, Annual Quality Assurance Report, IIQA, percentage of allotment of marks either for online and for documents.

He stressed upon usage of Smart Boards in class rooms, curriculum preparation, delivery of teaching, mentoring system, truthful representation of facts, preparation of academic calendar, implementation of healthy and best practices, feedback from various stake holders.

Prof.Madhuranath stressed on Teaching Learning Evaluation Process.

Asst.Prof.Srilakshmi V Kittur, IQAC Co-Ordinator gave vote of thanks and said Prof.L.N.Sheshagiri has given a road map for NAAC 2020-21 Accreditation, thanked Sri.A.R.Acharya for giving Nobel Ideas on the Profession, Dr.C.A.Vishnu Bharath for asking best questions , where we gained lot of inputs finally thanked beloved Principal and the Teaching Staff who were present in the meeting.

Outcome:

- AQAR Submitted
- More meeting s were convened by IQAC
- Dr.L Madhurnath Ex-Principal of APSCC gave list of best Practices that suitable for our college.

Srilekshi
Convener

Co-Ordinator
IQAC

Pathasala College of Commerce

[Signature]
Principal

Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019



Acharya Patashala College of Commerce

Narasimharaja Colony, Bangalore-560019

Phone:-Office :080-26611786, Fax :080-26612454

Email-apscommercecollege@gmail.com, website: www.apscommerce.org

Dr.D.M. Mukunda Naik, M.com.,M.Phil: Ph.D

Principal IC

APSCC.NO. /2018-19

Date: 29-10-2018

MEETING NOTICE

All the faculties are hereby informed to attend the meeting which is convened today at 12:30 PM in the Principal's Chamber without fail.


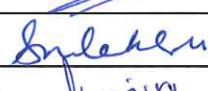
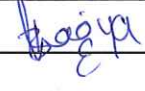






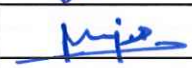




Agenda for the Meeting:

1. Syllabus Completion.
2. Other Academic Matters.


Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019.

A.P.S COLLEGE OF COMMERCE
N.R. COLOY, Bangalore-560019

Staff - List

Sl.No.	Name Smt/Sri	Signature
	Teaching Staff	
	Department of Commerce	
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10	Asst.Prof. Shilpa V	
11	Asst Prof. B.K. Prabh	
12	Asst Prof. Lohith R	
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	<u>Hindi Dept.</u>	
21	Asst.Prof. Jyothi D. Kumtakar	
	<u>Sanskrit Dept.</u>	
22	Dr.E.N. Srinivas	
	<u>Computer Science Dept.</u>	
23	Asst.Prof. Satyashree	
	<u>Physical Education Dept.</u>	
24	Dr.D.C. Shivanna	
25	Ramanjaneya	
26	Sushmitha I.	

NAAC - IQAC

Minutes of the Meeting held on 29 October 2018 in the Principal's at 12:30 pm

Agenda:

1. Syllabus Completion
2. Academic Matters
3. Yoga Proposal from IQAC
4. Any other matter from IQAC

Principal called this meeting to discuss on basically two important issues that is Syllabus completion and Academic Matters.

First the Principal took the feedback form the Heads of the department of the college, PG, Commerce and Management and Language.

It was given to understand that except for two three subjects all the subjects are going in good pace. Those subject being practical students require some extra time to understand and more example problems needs to be discussed in this course.

As far as academic Matters are concerned the attendance, assignments and internal assessment evaluation must be correctly implemented and make sure all students are regularly attending the classes and submit their assignments on time.

Teachers should try to use ICT facilities as much as possible in the class, IQAC suggested giving a report on the syllabus completion in a particular format prepared by the Commerce department at the end of every month.

It was brought to the notice of all the faculty members present that IQAC has made a proposal for introducing YOGA in the curriculum in future which is been accepted. Members gave a positive approach for the same.

Outcome:

Syllabus completion format was circulated among the members to fill it and return the same to the HoD, Commerce Department and Management (BBA) Coordinator.

Yoga instructor was appointed

Notes and assignments based on previous year question papers were given to the students to be written the proper assignment books given by the college to each students.


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce

N.R. Colony, Bangalore - 560 019


Principal

Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

A P S COLLEGE OF COMMERCE, BANGALORE


CIRCULAR (IQAC)

Date: 02-04-2019

All Teaching and Non-Teaching staff are hereby informed to attend the meeting convened by the IQAC coordinator in the Principal's Chamber at 2:30 PM on 2nd April 2019, without fail.

Agenda:

1. Criteria wise committee formation
2. Discussion on the Mock NAAC visit by the Management.
3. Suggestions and guidelines from the Teaching and Non-teaching staff.
4. Any other matter with the permission of the Chair.


Convener


Principal

A.P.S COLLEGE OF COMMERCE
N.R. COLOY, Bangalore-560019

Staff - List

Sl.No.	Name Smt/Sri	Signature
	Teaching Staff	
	Dr. D.M. Mukunda Naik Principial	
I	<u>Kannada Dept.</u>	
1	Asst.Prof. Venkateshaiah K.M ✓	
2	Dr. S.Bhagyalakshmi ✓	
II	<u>English Dept.</u>	
3	Asst.Prof. C. Jayashree ✓	
4	Asst.Prof. Sandhya P.M ✓	
III	<u>Sanskrit Dept.</u>	
5	Dr.E.N. Srinivas ✓	
IV	<u>Hindi Dept.</u>	
6	Asst.Prof. Jyothi D. Kumtakar ✓	
V	Department of Commerce	
7	Dr. D.M. Mukunda Naik	
8	Dr. B. Paramesh	
9	Asst.Prof. Lakshmi Devi. L.P	
10	Asst.Prof. Shankar K	
11	Asst.Prof. Sri Lakshmi Kittur	
12	Asst.Prof. Bhagyalakshmi B N	
13	Asst.Prof. Rashmi G	
14	Asst.Prof. Uma. T.V	
15	Asst.Prof. Shilpa V ✓	
16	Asst Prof. Lohith R ✓	
17	Asst. Prof. Rajamuthu D ✓	
18	Asst. Prof. Veena A.L ✓	
19	Asst. Prof. Darshini V ✓	
20	Asst.Prof. Manjunath D ✓	
21	Asst.Prof. Sushmitha I ✓	
22	Asst. Prof. Mahesh ✓	
VI	<u>M.COM. Dept.</u>	
23	Dr.B.S. Sudha	
VII	<u>Computer Science Dept.</u>	
24	Asst.Prof. Satyashree	
VIII	<u>Physical Education Dept.</u>	
25	Dr.D.C. Shivanna	
26	Ramanjaneya H	

NAAC - IQAC

Minutes of the Meeting held on 02nd ~~February~~ ^{April} 2019 in the Principal's at 2:30 pm

Agenda:

1. Criteria wise Committee formation
2. Discussion on the Mock NAAC Visit by the Management
3. Suggestion and guidelines form the teaching and non-teaching staff
4. Any other matter with the permission of the chair.

Principal welcomed and addressed the members, as per the advice given by the external advisor, IQAC and myself have decided to frame the Criteria wise committee for NAAC assessment process, it was given to understand to the members that each committee will have 4-6 members which includes teaching and non-teaching staff and all the Criteria conveners has to meet the IQAC coordinator once in a week and report the progress of the Criteria and also discuss the doubts and queries regarding the same.

Principal bought to the notice of the members regarding the Circular from the Management for conducting MOCK NAAC to check the preparation level of the NAAC assessment process. He also suggested keeping PPTs and documents ready as the Management is yet to confirm the method of Mock NAAC and confirmed dates.

Teachers and Teaching staff should keep their documents ready and including their personal files.

IQAC coordinator with the permission of the Chair mentioned regarding the Mentors records and to keep the documents ready.

Committee formation list was distributed with signature of the Conveners and Members of the committees


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.K. Colony, Bangalore - 560 019


Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

Acharya Patashala College of Commerce

Narasimharaja Colony, Bangalore-560019

Phone:-Office :080-26611786, Fax :080-26612454

Email-apscommercecollege@gmail.com, website: www.apscommerce.org

(Affiliated to Bangalore Central University)

Dr. D.M Mukunda Naik M.com.,M.Phil.,Ph.D

Principal I/C

APSCC.NO. 204 / 2019-20

Date: 10-07-2019

MEETING NOTICE

The IQAC co-ordinators of the three institutions under APSET (APS College of Commerce, APS Arts & Science College. APS Evening College) are hereby informed to attend the meeting convened by the Principal, today at 11:30 AM In the Principal's Chamber.

Agenda:

- Discussion on the symposium on NAAC on 26th July 2019


Principal

1. Smt. Marina George-IQAC Coordinator - APS Arts & Science College.
2. Sri. Sudrashan Kumar – IQAC Co-ordinator- APS Evening College.
3. Smt. Srilakshmi V Kittur- IQAC Co-ordinator-APS College of Commerce.

2019-20

NAAC - IQAC

Minutes of the Meeting held on 10 July 2019 in the Principal's chamber regarding NAAC at 8.45 a.m.

Principal Dr. D.M.Mukunda Naik welcomed all the faculties' present in the meeting. The meeting is held regarding NAAC as per the instructions given by Honourable General Secretary, APSET, about the work progress of NAAC.

Principal informed the faculties about Workshop being held on 26 July 2019, speaker as Dr.Siddalinga Swamy.

Already the criteria wise committees have been framed and printout is being given to convenors of the criteria wise committees. Due to internal tests and college day, the NAAC work was paused for a while and all the faculties have agreed to resume it from today.

Asst.Prof. Srilakshmi V Kittur, IQAC Co-Ordinator said about evaluation process of NAAC i.e. 70% is online and 30% is physical observation.

Already Prof.Sheshagiri has given guidance regarding criteria's. She also said that let all of us work sincerely and get A grade to the college.

The infrastructure and research works are being improved well. Principal said to get ready with 2018-19 Documents for the verification by team of experts on the day of workshop.

The criteria wise reports about the work being done to be submitted to principal at the earliest.

The doubts regarding these criteria to get clarified on the day.

IQAC Co-Ordinator said that she will sit with committees of the college every week and know about the happenings.

Also said that the mistakes need to be corrected from the previous NAAC and to stress upon the marked points of last visit.

IQAC Co-Ordinator gave a brief introduction and later explained in detail about all the 7 criteria's and said a copy of 7 criteria's will be given to all committees with the member list.

Faculties were given permission to choose any other faculty as member of the group and in few teams' members were added newly. All the committees to co-ordinate with various departmental heads and internal committees formed in the college for any information.

The committees gave the dates about the meeting to be held regarding this.

Also IQAC Core Committee was formed.

IQAC Co-Ordinator Asst.Prof. Srilakshmi V Kittur gave vote of thanks.


Convener

Co-Ordinator
IQAC

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Dr.D.M.Mukundanaik,M.com.,M.Phil.,Ph.D

Principal I/C

APSCC.NO. /2019-20

Date: 17-07-2019

Circular

All the faculties are hereby informed to attend the meeting today (17/07/2019) at 2.30 pm in the Principal's Chamber without fail.

Agenda:



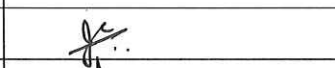





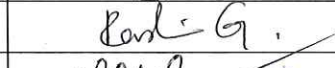


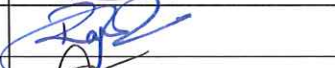

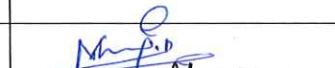




1. Lesson Plan
2. Student Satisfaction Survey (SSS)
3. Calendar of Events -~~2017-2018~~ 2019-20
4. Criteria No.4

Sulabshi V.K.tha
IQAC Co-ordinator

Omkar
Principal

A.P.S COLLEGE OF COMMERCE
N.R. COLONY, Bangalore-560019

Staff - List

Sl.No.	Name Smt/Sri	Signature
	Teaching Staff	
	Dr. D.M. Mukunda Naik Prinicipal	
I	<u>Kannada Dept.</u>	
1	Asst.Prof. Venkateshaiah K.M	
2	Dr. S.Bhagyalakshmi	
II	<u>English Dept.</u>	
3	Asst.Prof. C. Jayashree	
4	Asst.Prof. Sandhya M <i>M. Ajun. v.c.</i>	
III	<u>Sanskrit Dept.</u>	
5	Dr.E.N. Srinivas	
IV	<u>Hindi Dept.</u>	
6	Asst.Prof. Jyothi D. Kumtakar	
V	<u>Department of Commerce</u>	
7	Dr. D.M. Mukunda Naik	
8	Dr. B. Paramesh	
9	Asst.Prof. Lakshmi Devi. L.P	
10	Asst.Prof. Shankar K	
11	Asst.Prof. Sri Lakshmi Kittur	
12	Asst.Prof. Bhagyalakshmi B N	
13	Asst.Prof. Rashmi G	
14	Asst.Prof. Uma. T.V	
15	Asst.Prof. Shilpa V	
16	Asst Prof. Lohith R	
17	Asst. Prof. Rajamuthu D	
18	Asst. Prof. Veena A.L	
19	Asst. Prof. Darshini V	
20	Asst.Prof. Manjunath D	
21	Asst.Prof. Sushmitha I	
22	Asst. Prof. Mahesh B N	
VI	<u>M.COM. Dept.</u>	
23	Dr.B.S. Sudha	
VII	<u>Computer Science Dept.</u>	
24	Asst.Prof. Satyashree	
VIII	<u>Physical Education Dept.</u>	
25	Dr.D.C. Shivanna	
26	Ramanjaneya H	

NAAC - IQAC

Minutes of the Meeting held on 17th July 2019 in the Principal's chamber

Agenda:

IQAC coordinator welcomed all the members to the meeting with the permission of the chair and read the Agenda.

As per the criteria-1 of the NAAC all the faculties are supposed to frame a lesson plan and the heads of the department of our college has already been doing the same. The Standard format of the lesson plan will be sent to your mail and kindly check the same and fill the respective subjects you handle in the lesson plan format and send it to department mail ids on the scheduled date, which will be informed shortly.

Student Satisfaction Survey (sss) plays a very important role in considering the quality status of our college in that regard Critiria-2 has to take the initiative and update the knowledge amongst the students and the format of the same will be given to C-2 team, they should also have the data of the students like mail.id, contact number, name, registration number to be sent to NAAC during SSR filing. C-2 agreed to execute the same.

IQAC Coordinator also mentioned in the meeting that all the Heads of the department, Internal Committee conveners, and coordinators will provide their respecting cell, committee, and department activities list for the preparation of the calendar of events for the upcoming academic year keeping the University Calendar as the base. All the members will participate in preparing the same.

Criteria -4 conveners was Mr. Mahendara M Office Super indented as he was too pre-occupied with other college and admin work so the convener ship was transferred to one of his team members.

Principal appealed all the members to be very serious and dedicated to the NAAC related work as it is an important aspect of the employees and it will add to their respective career profile.


Convener

Co-Ordinator
IQAC

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Principal

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Dr. D.M Mukunda Naik M.com.,M.Phil.,Ph.D

Principal I/C

APSCC.NO. / 2019-20

Date: 24-07-2019

CIRCULAR

All the teachers are here by informed to attend the meeting today at 9:30AM in the Principal's chamber to make preparation for the upcoming orientation and Mock NAAC program in our college.

Srilakshmi V K

IQAC

Coordinator





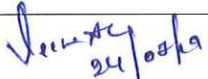


Om
Principal

A P S COLLEGE OF COMMERCE, BANGALORE



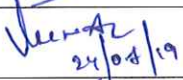

CIRCULAR

The college was accredited with 'B' Grade in the year 2016. The college has submitted AQARs in the year 2016, 2017, and 2018 Further it is mandatory that the college has to go for the assessment by NAAC for 3rd cycle. The management intends to conduct the review of the preparations of the college. For the next cycle of NAAC assessment in the 3rd week of April. In the light of these the following committees are made to prepare the Self Study Report of the college I the Revised Accredited framework.

CRITERION 1

SL.NO	NAMES	Designation	
01	Mr. Venkateshaiah K M	Convener	
02	Mr. Shankar K	Member	
03	Ms. Rashmi G	Member	
04	Ms. Uma T V	Member	
05	Mr. Rajumuthu	Member	
06	Ms. Veena AL	Member	
07	Mr. Mahendra M	Member	
08	Mr. Vaijinath	Member	

CRITERION 2

01	Dr. Bhagya Lakshmi S	Convener	
02	Dr. Sudha B S	Member	
03	Ms.Lakshmi Devi L P	Member	
04	Mr. Shankar K	Member	
05	Ms. Veena A L	Member	
06	Mr. Mahesh	Member	
07	Mr Manjunath	Member	
08	Mr. Ananth M	Member	

CRITERION 6

01	Management Representative	Convener	
02	Governing Body Chairman	Member	
03	Principal	Member	
04	Dr. B Parmesh	Member	<i>[Signature]</i>
05	IQAC coordinator	Member	
07.	Mr. Mahendra M	Member	
08	Ms. Rashmi G	Member	<i>[Signature]</i>

CRITERION 7

01	Lt. Lakshmidevi L P	Convener	<i>[Signature]</i>
02	Dr. D C Shivanna	Member	<i>[Signature]</i>
03	Mr. Venkateshaiah K M	Member	<i>[Signature]</i>
04	Ms. Bhagyalakshmi B <i>N</i>	Member	<i>[Signature]</i>
05	Ms. C Jayashree	Member	<i>[Signature]</i>
06	Ms. Jyothi Kumthakar	Member	<i>[Signature]</i>
07	Ms. Shushmitha I	Member	<i>[Signature]</i>



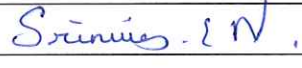



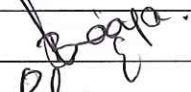

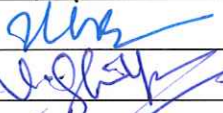
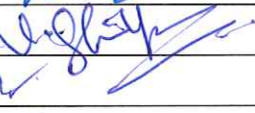


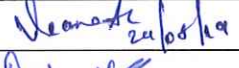


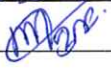

- Dr. B Parmesh will be the Ex-Officio Chairman of all the Committees.
- Smt. Srilakshmi V Kittur will be the Coordinator of all the committees and all the committee Conveners are hereby informed to convene meeting in the presence of IQAC coordinator.

The committee members are required to approach the NAAC website and download the Affiliated College Manual from (www.naac.gov.in) and collect material, prepare the documents, annexures and prepare the draft of the criterion before and submit to the IAQC. The same members are responsible to come to the review meeting with records, documents, report as other necessary material and discuss with the management during the review.

[Signature]
PRINCIPAL

A.P.S COLLEGE OF COMMERCE
N.R. COLONY, Bangalore-560019

Staff - List

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	Teaching Staff	
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22	Asst. Prof. Mahesh B N	
23	Asst. Prof. Vikram	
24	Asst. Prof. Neethu N	
VI	<u>M.COM. Dept.</u>	
25	Dr.B.S. Sudha	
VII	<u>Computer Science Dept.</u>	
26	Asst.Prof. Satyashree	
VIII	<u>Physical Education Dept.</u>	
27	Dr.D.C. Shivanna	
28	Ramanjaneya H	

A P S COLLEGE OF COMMERCE, BANGALORE

Date: 28-08-2019

MEETING NOTICE

The meeting of the IQAC is convened today ie., 28th August 2019 at 2:30 PM in the Principal's Chamber, the Seven Criteria Conveners are here by informed to attend the meeting without fail.

Agenda:

- To know the progress of the Criteria wise
- Action Plan of the Criteria Teams.
- Permission for the addition of the new member to the IQAC team.
- Any other matter with permission of the chair.

Srinivasan V K
Convener

Principal

Members:

1. Dr. B Parmesha- Exofficio Member
2. Dr. Shivanna D C- Physical Education Director
3. Sri. Venkateshaiah K M – Criteria One
4. Dr. Bhagyalakshmi S- Criteria Two
5. Dr. Sudha/Shushmitha I – Criteria Three
6. Sri. Mahendra M- Criteria Four
7. Sri. Shankar K- Criteria Five
8. Principal, Ex-officio, IQAC, Management Representative-Criteria 6
9. Lt. Smt. Lakshmi Devi L P- Criteria Seven
10. Smt. Shilpa V – IQAC Member

NAAC - IQAC

Minutes of the Meeting held on 28th August 2019 in the Principal's chamber

Agenda:


1. To know the progress of Criteria wise
2. Action Plan of Criteria Teams
3. Permission for the addition of the new member to the teams
4. Any other matter with the permission of the chair.

IQAC coordinator welcomed the members to the meeting, Criteria2 Convener represented her requirement with the following after she updated the members about her team working and progress of the C-2, it was given to understand from her that as there are many documents and files to be maintained they need some stationary for the same. She also said a letter of requisition as already been given to IQAC


Convener

Co-Ordinator
IQAC

Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

A P S COLLEGE OF COMMERCE, BANGALORE


Date: 11-09-2019

MEETING NOTICE

All the teachers are here by informed to attend the meeting at 11:35 AM today in the Principal's Chamber without fail.




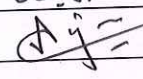

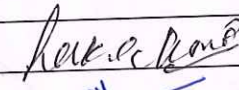
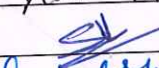
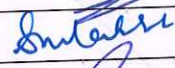
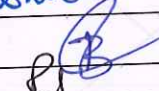

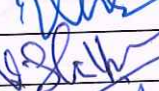

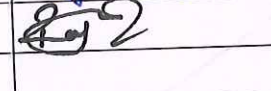
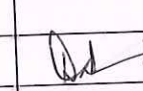


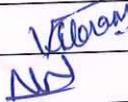

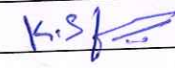
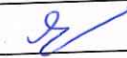
Agenda:

1. About the upcoming meeting convened by Sri. A R Acharya, Chairman, Governing Body.
2. Update on the progress of the NAAC Work.
3. Any other matter with the permission of the Chair.


Principal 11/9/2019
Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

A.P.S COLLEGE OF COMMERCE
N.R. COLONY, Bangalore-560019

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10	Asst.Prof. Sri Lakshmi Kittur	
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13	Asst.Prof. Uma. T.V	
14	Asst.Prof. Shilpa V	
15	Asst Prof. Lohith R	
16	Asst. Prof. Rajamuthu D	
17	Asst. Prof. Akshatha K	
18	Asst. Prof. Darshini V	
19	Asst.Prof. Sushmitha I	
20	Asst. Prof. Mahesh B N	
21	Asst. Prof. Vikram K. V	
22	Asst. Prof. Neethu N (97)	
23	Asst. Prof. Sowjanya (98)	
24	Asst. Prof. Madhan K.S	
V	<u>M.COM. Dept.</u>	
25	Dr.B.S. Sudha	
VI	<u>Computer Science Dept.</u>	
26	Asst.Prof. Satyashree	

VII	Physical Education Dept.	
27	Dr.D.C. Shivanna	
28	Ramanjaneya H	
VIII	Library Staff	
29	Sushma Bhat L S	
30	Varalakshmi G	
31	Narayana	
IX	Administrative Staff	
32	M. Mahendra	
33	Nagaraju	
34	Vaijinath	
35	Kumaraswamy C	
36	K.S. Gangadharaiah	
37	P. Lakshmiaiah	
38	N.L.N. Murthy	
39	Ananth M	
40	Rekha Bai G	
41	Rangaraju H	
42	V. Prakasha	

NAAC - IQAC

Minutes of the Meeting held on 11th September 2019 in the Principal's chamber 1.30

p.m.

Agenda:

1. Website update and change of vendor.
 2. Participation in NIRF
 3. About the upcoming meeting convened by General Secretary on NAAC Status
- Principal welcome all the members to meeting and started the meeting with a warning regarding the NAAC work. He also mentioned that Management General Secretary wants to know the status of NAAC and also how the college is preparing for NAAC
- IQAC Coordinator gave the information regarding the same and said NAAC progress is in right direction and needs some more advices and guidelines regarding the process with the adviser. She also mentioned that they are ready to present before General Secretary on the NAAC.

Participation in NIRF: IQAC Coordinator expressed before the members that as college is participating in National Institutional Ranking Framework to gauge the status of the institution by giving information on 6 parameters asked by NIRF. In that regard she requested the principal that she needs the support of the office and 2 teaching staff in filling the same to which principal gave a positive expression and acknowledge the work of IQAC.

Website: As the college website needs to be updated and the vendor who was taking care of our website has stopped giving the support so the IQAC Coordinator requested the Principal to go for a new Vendor and also gave the name and the details of the vendor along with the college computer science head Ms. Satyashree. Embassy Solutions Technology, and gave the details of the same .

Principal agreed to this and also said that he will take the earliest approval from the Management.

Srilakshmi V Kittur thanked the members for their presence in the meeting.

Srilakshmi V Kittur
Convener

Co-Ordinator
IQAC

Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019

[Signature]
Principal
Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

A P S COLLEGE OF COMMERCE, BANGLORE

IQAC

Meeting Notice

Date; 9th September 2019

All the faculties Teaching and Office Staff are hereby informed to attend the NAAC progress meeting convened by Sri. A R Acharya, A P S College of Commerce Governing Body Chairman, as expressed by the President of APS Educational Trust.

Dated: 16th September 2019

Venue: College Conference Hall

Time: 12:30 PM

Agenda:

- **Principal will update on the NAAC work progress in the College.**
- **Chairman, Governing Body will present his views and reviews & suggestions.**
- **Interaction session**
- **Any other matter with the permission of the chair.**

The staff are hereby informed to attend the same without fail. Light refreshment will be provided during the meeting.

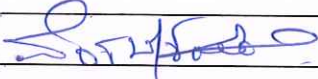


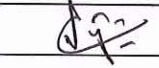
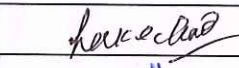

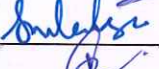


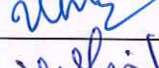



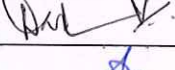

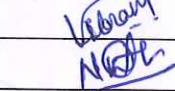
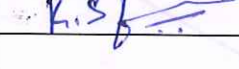


9.9.19
Governing Body Chairman

(Sri. A R Acharya)

CHAIRMAN
Governing Council
APS College of Commerce

A.P.S COLLEGE OF COMMERCE
N.R. COLONY, Bangalore-560019

Staff - List

Sl.No.	Name Smt/Sri	Signature
	Teaching Staff	
	Dr. D.M. Mukunda Naik Prinicpal	
I	<u>Kannada Dept.</u>	
1	Asst.Prof. Venkateshaiah K.M	
2	Dr. S.Bhagyalakshmi	
II	<u>English Dept.</u>	
3	Asst.Prof. Suneetha S.D	
4	Asst.Prof. Arjun V. C.	
III	<u>Sanskrit Dept.</u>	
5	Dr.E.N. Srinivas	
IV	Department of Commerce	
6	Dr. D.M. Mukunda Naik	
7	Dr. B. Paramesh	
8	Asst.Prof. Lakshmi Devi. L.P	
9	Asst.Prof. Shankar K	
10	Asst.Prof. Sri Lakshmi Kittur	
11	Asst.Prof. Bhagyalakshmi B N	
12	Asst.Prof. Rashmi G	
13	Asst.Prof. Uma. T.V	
14	Asst.Prof. Shilpa V	
15	Asst Prof. Lohith R	
16	Asst. Prof. Rajamuthu D	
17	Asst. Prof. Akshatha K	
18	Asst. Prof. Darshini V	
19	Asst.Prof. Sushmitha I	
20	Asst. Prof. Mahesh B N	
21	Asst. Prof. Vikram K. V	
22	Asst. Prof. Neethu N (97)	
23	Asst. Prof. Sowjanya (98)	
24	Asst. Prof. Madhan K.S	
V	<u>M.COM. Dept.</u>	
25	Dr.B.S. Sudha	
VI	<u>Computer Science Dept.</u>	
26	Asst.Prof. Satyashree	

VII	<u>Physical Education Dept.</u>	
27	Dr.D.C. Shivanna	
28	Ramanjaneya H	
VIII	<u>Library Staff</u>	
29	Sushma Bhat L S	
30	Varalakshmi G	
31	Narayana	
IX	<u>Administrative Staff</u>	
32	M. Mahendra	
33	Nagaraju	
34	Vaijinath	
35	Kumaraswamy C	
36	K.S. Gangadharaiah	
37	P. Lakshmiaiah	
38	N.L.N. Murthy	
39	Ananth M	
40	Rekha Bai G	
41	Rangaraju H	
42	V. Prakasha	

NAAC - IQAC

Proceedings of the Orientation Program held on 16th September 2019 at 12:30 PM in the college Conference Hall .

Agenda:

1. Principal will update on the NAAC work
2. Chairman, Governing body will present his views and reviews and suggestions
3. Interaction Sessions
4. Any other matter with the permission of the Chair.

A meeting was held on 11. September 2019 in Principal Chamber regarding announcement of Session being taken by Sri. A R Acharya, Governing Council Chairman regarding progress of NAAC and also regarding change of convenors of Criteria 2 and 4.

Asst. Prof. Srilakshmi V Kittur, IQAC Co-Ordinator welcomed the Principal and the faculties and informed them about the session which is on 16 September 2019 at Conference Hall at 12.30 pm.

It was said by the Principal to get ready with all the 7 Criteria documents with updated information and said if having any clarifications and doubts, criteria convenors can ask with the Governing Council Chairman.

IQAC Co-Ordinator, Asst. Prof. Srilakshmi V Kittur will notify the progression of NAAC work on the day of meeting.

IQAC Co-Ordinator, Asst. Prof. Srilakshmi V Kittur has appealed to the Principal to make changes in the committee constitution, as Dr. Bhagyalakshmi expressed her opinion that she will not be able to lead the criteria 2 as it carries majority of marks.

Later as Dr. S Bhagyalakshmi, HOD, Kannada and Convenor of Criteria 2 expressed the same opinion as above before the Chair and the members present. She also mentioned as she belongs primarily to Kannada Department and was not comfortable to continue, but said she will continue as member of the respective criteria.

Immediately the decision was taken by the chair and the members present that Asst. Prof. B N Bhagya Lakshmi was appointed as convenor with effect from 11 September 2019.

Regarding Criteria 4, Office Superintendent Sri.Mahendra will be busy in looking after administrative work, Asst.Prof. Darshini V, who is a member of the committee, will be taking charge as convenor from 11 September 2019 and Sri. Mahendra will continue as member of Criteria 4.

And for Criteria 6 related to Management IQAC Co-Ordinator herself will be taking charge as Convenor for Criteria 6.

It was also said by IQAC Co-Ordinator that Criteria Convenors in their absence can give in charge to any member of the criteria.

Asst.Prof. Suneetha, Department of English was added to NAAC Core Committee.

Asst.Prof. Shankar K suggested for reframing the criteria members with the reason being stated, repetition of members in criteria's may make them difficult to take up task in both the criteria's, so for the sake of avoiding chaos in the work with the permission of Principal, IQAC Co-Coordinator, Core Committee Members, Asst.Prof. Shankar K reframed the criteria members which are as follows:

Criteria	Convenor	Members
1	Asst.Prof. Venkateshaiah	Asst. Prof. Rashmi G, AsstProf. Uma T V Asst.Prof. Arjun Mr. Vaijinath
2	Asst.Prof. B N Bhagya Lakshmi	Dr. S Bhagya Lakhmi Asst.Prof. Mahesh B N Asst. Prof. Rajamuthu D Asst.Prof. Sowjanya Asst.Prof. Suneetha Mr. Vaijinath Mr. Ananth Mr. Rangaraju

3	Dr. B S Sudha	Dr. Bhagyalakshmi S Dr. E N Srinivasan Asst.Prof. Sushmitha I Mr. Ananth
4	Asst.Prof. Darshini V	Sri Mahendra Mr. Kumaraswamy Mr. Vaijinath Mrs. Rekha Bai Mrs. Sushma Bhat Mrs. Varalakshmi Mr. Narayana
5	Asst.Prof. Shankar K	Asst.Prof. Shilpa V Asst.Prof. Lohith R Mr. Ramanjinaiah Mr. Lakshmaiah Mr. Ananth Mr. Rangaraju
6	Asst.Prof. Srilakshmi V Kittur, IQAC Co-Ordinator	Prof. K P Narasimha Murthy Sri A R Acharya Dr. D M Mukunda Naik Dr. B Paramesh Asst. Prof. Sathya Shree S Asst. Prof. Shankar K Mr. Mahendra
7	Asst.Prof. Lt. L P Lakshmi Devi	Dr. D C Shivanna Asst.Prof. Neethu N Asst.Prof. Akshatha Mr. Mahendra Mr. Vaijinath Mr. Ananth Mr. N L N Murthy Mrs. Rekha Bai

Asst.Prof. Sushmitha I asked for letter for she being appointed as Student Counsellor, IQAC Co-Ordinator, Asst.Prof. Srilakshmi V Kittur said from the college a letter signed by the Principal will be given to her in submission of her training Certificated to the college.

IQAC Co-Ordinator, Asst.Prof. Srilakshmi V Kittur gave vote of thanks.


Convener

Co-Ordinator
IQAC

Arya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

NAAC - IQAC

Minutes of the Meeting held on 11th September 2019 in the Principal's chamber 1.30 p.m.

Principal's Chamber convened by IQAC coordinator:

Members Present:

1. Dr. D M Mukunda Naik-Chairman/Principal
2. Smt. Srilakshmi V Kittur- IQAC Coordinator
3. Dr. D C Shivanna-Ex-Officio Member
4. Sri. Venkateshaiah K M-Convener-Criteria 1
5. Smt. Bhagyalakshmi B N- Convener-Criteria 2
6. Ms. Rashmi G- Convener-Criteria 3(on behalf of convener)
7. Sri. Shankar k- Convener-Criteria 4
8. Ms. Darshini V - Convener-Criteria 5
9. Smt. Srilakshmi V Kittur- Convener-Criteria 6
10. Ms. Neetu - Criteria 7(on behalf of convener)

Agenda:

- To understand the updates of each criteria
- Convey the criteria conveners about the discussions in the management.
- About the Academic Audit
- Any other matter with the permission of the Chair.

1. To understand the updates of each criterion:

The Criteria Conveners were asked to give updates regarding their criteria and follow the AQARs to maintain the documents.

2. Convey the criteria conveners about the discussions in the Management.

The meeting was convened in the Trust office on 20th February 2020 where in a NAAC advisor was appointed by the Trust/Management to guide the 3 institutions under the APSET with regard to NAAC preparation. Dr.Purushottam Banga, Principal RVIM College will assist our colleges for the same.

Dr. Bang shared his experiences about the Accreditation which happened in their college and how they got the 'A+' grade.

It was also decided that Dr. Banga will be having an individual meeting with the three colleges and guide them as per their requirement.

In this meeting the Management Vehemently said that the colleges should get 'A' grade in their forthcoming accreditation and also assured their support for the same.

3. About the Academic Audit

IQAC coordinator also mentioned in the meeting with the permission of the Principal about organising the Academic Audit of the college shortly and appealed for the cooperation of the faculties.

4. Any other matter with the permission of the Chair

There was a slight change in the committees

Ms. Rashmi G is appointed as the convener of Criteria 1

Mr. Vikaram was included in Criteria 2

Dr. D C Shivanna who is the new Vice-Principal was made the Ex-Officio Member.

The chair ratified this changes and appealed for more efficiency in executing their responsibilities.

IQAC Coordinator rendered the Vote of Thanks


Convener

Co-Ordinator
IQAC

Acharya Pothasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal
A.P.S. College of Commerce
N.R. Colony, Bangalore - 560 019

**A P S COLLEGE OF COMMERCE
BANGALORE**

10/03/2020

CIRCULAR

All the faculties are hereby informed to attend the meeting of NAAC today that is 10th March 2020 at 1:55 PM in the Principal's chamber without fail.


IQAC Coordinator


Principal

A.P.S COLLEGE OF COMMERCE
N.R. COLONY, Bangalore-560019

Staff - List

Sl.No.	Name Smt/Sri	Signature
Teaching Staff		
Dr. D.M. Mukunda Naik Principal		
I	Department of Commerce	
1	Dr. D.M. Mukunda Naik	
2	Dr. B. Paramesh	
3	Asst.Prof. Lakshmi Devi. L.P (21)	
4	Asst.Prof. Shankar K (22)	
5	Asst.Prof. Sri Lakshmi Kittur (28)	
6	Asst.Prof. Bhagyalakshmi B N (27)	
7	Asst.Prof. Rashmi G (45)	
8	Asst.Prof. Uma. T.V (31)	
9	Asst.Prof. Shilpa V (75)	
10	Asst Prof. Lohith R (79)	
11	Asst. Prof. Rajamuthu D (85)	
12	Asst. Prof. Darshini V (84)	
13	Asst.Prof. Sushmitha I (87)	
14	Asst. Prof. Mahesh B N (88)	
15	Asst. Prof. Vikram K. V (96)	
16	Asst. Prof. Neethu N (97)	
17	Asst. Prof. Sowjanya (98)	
18	Asst. Prof. Akshatha K (100)	
19	Asst. Prof. Madhan K.S (101)	
	Physical Education Dept.	
20	Dr.D.C. Shivanna- Vice Principal	
21	Ramanjaneya H (43)	
III	Kannada Dept.	
22	Asst.Prof. Venkateshaiah K.M	
23	Dr. S.Bhagyalakshmi (53)	
IV	English Dept.	
24	Asst.Prof. Suneetha S.D (99)	
25	Asst.Prof. Arjun V. C. (94)	
V	Sanskrit Dept.	
26	Dr.E.N. Srinivas	
VI	M.COM. Dept.	
27	Dr.B.S. Sudha	
VII	Computer Science Dept.	
28	Asst.Prof. Satyashree	

NAAC - IQAC

Minutes of the Meeting held on 10th March 2020 in the Principal's chamber 2:00 p.m.

Agenda:

- Curricular aspects
- Teaching Learning and evaluation

NAAC Expert had visited our college to give guidelines regarding the assessment process and suggested how documents needs to be presented.

Curricular Aspects

Effective circular plan

Difference between circular and syllabys

Teachers prepration of PPT, Class, peer teaching, learning delivery strategy/mechanism,

Lesson plan in nothing but delivery of circular

Department timetable

Circular plan form each department

Distinguishing between slow learners/advance learner

For that special programs imitated for the learner to progress individually

Remedial class

Bridge course

Outcome of course- POs, Cos & PSOs

Teaching learning and evaluation, Continuous Internal Evaluation (CIE)

Test, everyday class quiz, GD, Seminar PPT, peer teaching

SPP

Work load plan Sanctioned post,

Plan Curricular, Deployment of work

SOP for Examination

Standard quality procedure

Calendar of events

Faculties' participation in BOS, Textbook Committee, BOU evaluation,

CBCS Scheme, Elective,

5years affiliation copy Number of add on courses

Certificate diploma courses

Feedback on syllabus

Certain queries were raised by the Criteria conveners and members which were answered and recorded.

IQAC thanked the Advisor and the members present.


Convener

Co-Ordinator
IQAC

Arava Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019

MINUTES OF THE MEETING OF THE IQAC TEAM CONVENED BY, SRI A R ACHARYA, General Secretary ON 16TH DECEMBER 2021 AT 2:40 PM IN THE PRINCIPAL'S CHAMBER.

Members Present

Sri.A R Acharya-General Secretary/Convener

- 1. Sri A Ramprasad- Academic Committee Member and NAAC Advisor**
- 2. Dr. B Paramesh-Principal**
- 3. Smt. Srilakshmi V Kittur- IQAC Coordinator**
- 4. Sri Shankar K-NAAC Coordinator/Head, Commerce/Management Department.**

Agenda:

- 1. Status of the NAAC Preparation**
- 2. Requirement for the Accreditation**
- 3. Reasons for the delay**
- 4. Expectations of the Management and College**

Sri A R Acharya Convened this surprise, spontaneous meeting to check the status of the Accreditation process.

Dr. B Parmesh welcomed the members to the meeting.

Sri. A R Acharya in his opening address presented the above agenda to the members present and appealed the Academic Committee Member and NAAC Advisor to enquire the status/updates on the same.

Sri A Ramprasad, asked the Principal regarding the tentative date for the submission of the IQA to NAAC. Principal redirected the question to Smt.Srilakshmi V Kittur , wherein the explanation given were as follows:

IQAC Coordinator Smt.Srilakshmi V Kittur's explanation-

- The preparation from the IQAC team consisting of 6 criteria members and IQAC coordinator are in right direction and are under the proper guidance provided by the external advisor, who provided his guidance during the lockdown period on each criteria weekly once.
- They are also guided by the NAAC Manual and regular meeting among themselves by exchanging the ideas and views and suggestions and certain difficulties in their work.
- The same convened to the IQAC coordinator and NAAC Coordinator who in turn has brought it to the notice of the Principal as and when it was raised.
- Principal in the seat provided the possible suggestions and advice in the respective issues.

- Mr. Shankar K , mentioned that the major drawback was the frequent change in the criteria members and college committee member due to their non-availability, led to the missing of important documents for records.
- It was also brought to the notice of the General Secretary that no easy access was given to the IQAC team in maintaining the records that are solely required for NAAC purpose to which Sri A R Acharya vehemently informed the Principal that it should not happen and next time if any documents are asked for it should be available in the IQA Cell.
- It was also informed that the delay in the submission of the IIQA was due to change in the authorities of the college and lack of certain activities in the college which is of major concern.
- Many proposals form IQAC were given to the authorities for conducting the activities and other things but there is neither no response nor action taken. For Which Sri Ramprasad sir suggested to send a mail to the college and keep the record of the same.
- Website of the college- explanation provided by the IQAC coordinator- The college website was designed by Ex-Vendor (Embassy Solution) and almost all the major aspect of the website was ready, wherein only the final touch-up was needed it was withdrawn from them and was assigned to the new vendor, (Mr. Sunil of Sine Info Tech Solutions) there seemed to have been some internal issues in the new Vendors office and that impacted a big delay and pause in the website designing process. Sri A R sir suggested to write directly and strongly and check with the vendor regarding this and vehemently get confirmation whether they would be interested in providing their service.
- As far as the other document/records/reports are concerned they were provided timely by the Office Staff, Committee Conveners and Departments like Library, Commerce, Management, PG.
- COVID also was one of the main reasons for the delay in submission of IIQA, wherein the extension was given by NAAC authorities, was major reason for slowdown of the work.
- As far as AQARs are concerned all the 5 years AQARs were submitted on time on the NAAC Portal.
- IQAC Coordinator also brought to the notice of the General Secretary and Academic Committee Member and NAAC Advisor regarding the participation in the National Ranking Framework of MHRD, which was appreciated by them.
- IQAC also assured that before the mid of March we will go for accreditation and try to get the best grading for the college.

Certain other issues like Industry Representation in the IQAC Committee – Sri A R Sir suggested the names of certain members.

Certain requirements were also put forth in the meeting like Wi-Fi connection enhancement, improved internet access, when asked for an MoU with BMS hospital for health and wellness of the students and faculties, Sri A R Sir, said its already done and a copy of the same can be obtained from the Trust office.

IQAC Coordinator also mentioned that an affidavit needs to be done in regards to the Declaration of the college name as it is used in different nomenclature in various communications and dealings, Sri A R Sir suggested the college will be called and Spelt as AHCARYA PATHASALA COLLEGE OF COMMERCE, and also permitted to do the required procedure for the same.

Sri A R Sir and Dr. A Ramprasad assure full support and guidance in the Accreditation process will be given and at the same time further delay and proper and dedicated commitment is also expected form the college team.

Recorded by Srilakshmi V Kittur, IQAC Coordinator.


Convener

Co-Ordinator
IQAC

AHCarya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal

A.P.S. College of Commerce
N.R. Colony, Bangalore-560 019



**ACHARYA PATA SHALA COLLEGE OF COMMERCE,
BANGALORE**

IQAC


Meeting Notice

02/06/2020

The Head of the Department of B. Com and BBA Coordinator is hereby requested to inform the class teachers and mentors to convene parents meeting online on any safe and secured platform (go to the meeting, hangouts, zoom, or WebEx) of their respective class wards and report the same by 6th of June, without fail to IQAC.

In the situation of a Pandemic, it is advisable to keep in touch with the parents and convey to them the University Guidelines, about the resuming of the classes and also updating them regarding the college activities and plans to keep up the spirits of the students and anxiety of some parents.


IQAC Coordinator


Principal
Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

IQAC Meeting

Dated: 2nd June 2020

Time: 10:30 PM

Venue: Principals Chamber

Agenda:

Online Parents meeting:

Members Present:

Dr. B Parmesh

Ms. Srilakshmi V Kittur

Mr. Shankar K-C-5/B.Com and BBA

Dr. Venkateshaiah K M -Kannada Department Head


Recordings:

IQAC convened this meeting to place before the principal and HODs that an online meeting needs to be convened between parents and teachers as the normal meeting is not possible.

Many parents who were a little worried about their wards' academic aspects should be given assurance that virtually all classes will be engaged and conducted.

Outcome:

- Class teacher's meeting was convened by the principal and was instructed to conduct the meeting with parents.
- To use either Google meet or Zoom platform and record the same.
- The Class teachers did conduct the meeting and the same was reported.


Co-Ordinator
IQAC
Acharya Pathasala College of Commerce
N.R. Colony, Bangalore 560 019


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.



**ACHARYA PATA SHALA COLLEGE OF COMMERCE,
BANGALORE**

IQAC

Meeting Notice


11/06/2020

All Criteria conveners are hereby informed to attend the meeting at 2:00 PM without fail.

Agenda:

1. External Committees advise and suggest implementations
2. Preparation of Lesson Plans
3. POs and COs


IQAC Coordinator


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

Criteria-1 – Ms.Bhagyalakshmi B N

Criteria-2- Ms. Rashmi G

Criteria3- Dr.Sudha B S /Ms.Shushmita I

Criteria4- Ms. Darshini

Criteria 5-Mr. K Shankar

Criteria 6- Ms. Srilakshmi V Kittur

Criteria7-Capt.Lakshmidevi LP

IQAC Meeting

Dated: 11th June 2020

Time: 2:00 PM

Venue: Library

Agenda:

- External Committees advise and suggest implementations
- Preparation of Lesson Plans
- POs and COs

Members Present:

Criteria-1 – Ms.Bhagyalakshmi B N

Criteria-2- Ms. Rashmi G

Criteria3- Dr.Sudha B S /Ms.Shushmita I

Criteria4- Ms. Darshini

Criteria 5-Mr. K Shankar

Criteria 6- Ms. Srilakshmi V Kittur

Criteria7-Capt.Lakshmidevi LP

Recordings:

IQAC coordinator with the permission of the principal convened this meeting in the College library:

She made an appeal to the members that whatever the external adviser for NAAC has shared in the previous meeting be taken into action. And keep the same ready before is next visit so that any amendments suggested can be implemented.

Criteria 1 & 2 sorted out the confusion and also discussed in the meeting regarding a standard Lesson plan that will be shared with the faculties to fill.

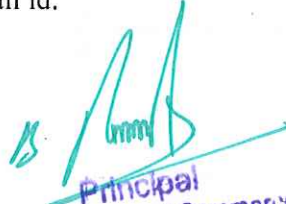
POs and Cos were also discussed as we have no academic flexibility nothing much can be changed only PSOs can be observed.

Outcomes:

POs and Cos were neatly prepared by Criteria-2 and IQAC coordinator,

Lesson Plans format were sent to all the faculties through their mail id.


Co-Ordinator
IQAC
Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.



ACHARYA PATA SHALA COLLEGE OF COMMERCE

N R Colony, Bangalore-560019
Affiliated to Bangalore Central University
NAAC Re-accredited 'B' Grade
www.apcommercecollege.ac.in

IQAC

Meeting Notice


Date: 5th January 2021

The Seven Criteria Conveners are hereby informed to attend the Meeting today, at 12:00 PM in the Principal's Chamber without fail.

Agenda:

- Updates from the IQAC convener on the status of the NAAC Work
- Resuming NAAC work
- Reconstitution of committees
- Any other matter with the permission of the Chair.


IQAC Coordinator


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

List of criteria conveners:

- Ms. Manda Smitha C –Criteria 1
- Ms. Bhagyalakshmi B N –Criteria 2
- Dr. Sudha B S- Criteria 3
- Ms. Darshini V- Criteria 4
- Mr. Shankar k- Criteria 5
- Ms. Srilakshmi V kittur –Criteria 6
- Ms. Lakshmi Devi L P –Criteria 7

NAAC Work Updates:

- ✓ AQAR Submitted-21st September
- ✓ Criteria Convener 1 changed
- ✓ Registered for NIRF
- ✓ Webinar Reports to be submitted
- ✓ AQAR 18-19 documents to be collected within dead-line date
- ✓ Webinars and workshop of the NAAC attended.
- ✓ As per the latest updates from the NAAC our college will go for NAAC on
- ✓ Website reviews and updates
- ✓ Adding of new members into the committees to fill the vacancies.
- ✓ Approved Mentorship formats
- ✓ Approved Code of conduct book.

IQAC Meeting

IQAC Meeting

Dated: 5th January 2021

Time: 12:30 PM

Venue: Principals Chamber

Agenda:

- a. Updates from the IQAC convener on the status of the NAAC Work
- b. Resuming NAAC work
- c. Reconstitution of committees
- d. Any other matter with the permission of the Chair.

Members Present:

Dr. B Parmesh
Ms. Srilakshmi V Kittur
Ms. Manda Smitha C –Criteria 1
Ms. Bhagyalakshmi B N –Criteria 2
Dr. Sudha B S- Criteria 3
Ms. Darshini V- Criteria 4
Mr. Shankar k- Criteria 5
Ms. Lakshmi Devi L P –Criteria 7

Recordings:

- a) AQAR-2019-20 Submitted on 21st September 2021-
- b) IQAC Coordinator requested the principal that Criteria 1 convener has resigned from the institution new members need to be nominated.
- c) Sought permission to participate in NIRF 2019-20
- d) Dr. Sudha being the convener of the WEBINAR Committee IQAC Coordinator asked to present her the report of the same.
- e) With the permission of the Chair the IQAC got the College Code of Conduct approved in the meeting.
- f) Mentor report formats were discussed in the earlier meeting finally one of the formats was approved in the meeting by all the members present and ratified by the principal.

Outcomes:

- AQAR Submitted-21st September
- Criteria Convener 1 changed
- Registered for NIRF
- Webinar Reports being submitted
- Adding new members to the committees to fill the vacancies.
- Approved Mentorship formats
- Approved Code of conduct book.


Co-Ordinator
IQAC
Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.



ACHARYA PATA SHALA COLLEGE OF COMMERCE

N R Colony, Bangalore-560019
Affiliated with Bangalore Central University
NAAC Re-accredited 'B' Grade
www.apcommercecollege.ac.in

IQAC

Meeting Notice

3rd September 2021

Heads of the Department/Coordinators and Criteria Conveners are hereby informed to attend the Meeting convened by IQAC.

At 1:30 PM in the Principal's Chamber without fail.


Agenda:

- To review the College Strategic Perspective Plan
- Submission of online class report.


IQAC Coordinator

Members:

Mr.Shankar K-C-5
Lakshmi Devi-C-7
Rajumauth(Member) - C-2
Mandasmitha-C-1
Shilpa V (member) -C-3
Darshiniv V-C-4
Sushma Bhat-Librarian


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

IQAC Meeting

Dated: 3rd September 2020

Time: 1:30 PM

Venue: Principals Chamber

Agenda:

- To review the College Strategic Perspective Plan
- Submission of online class report.

Members Present:

Dr. B Parmesh

Ms. Srilakshmi V Kittur

Mr. Shankar K-C-5

Mr. Vijinath (Member)-C-7

Mr. Rajumauth(Member) - C-2

Ms. Mandasmitha-C-1

Ms. Shilpa V (member) -C-3

Ms. Darshiniv V-C-4

Ms. Sushma Bhat-Librarian

College Perspective plan was framed by the IQAC Coordinator and was presented in the meeting for review and further input and suggestions.


Lots of suggestions and inputs of great value were given by the members and the same was recorded by the coordinator


The principal also while reading the Previous NAAC recommendations used to frame the SPP suggested concentrating more on research enhancements and collaboration.

It was also discussed in the meeting that the faculties to maintain the Online classwork diary and also the links of the classes taken to be maintained as documents for future requirements.

Outcomes:

- SPP was prepared and submitted to the principal for final approval.
- All the teachers submitted their online work diaries to the office for records.


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The following staff is hereby informed to attend the meeting in the principal's chamber at 11:45 AM today that is 29th March 2021, without fail.

Agenda:

Regarding Internal Academic and Administration Audit

S. Lakshmi
IQAC Coordinator

Dr.B Parmesh-Vice-Principal, HOD Commerce

Mr.Shankar k-BBA Coordinator

Dr. Sudha.B S -PG Coordinator

Dr.Venkateshiaha K M-HoD Kannada Department

Mr. Arjun -English Department

Dr. E Srinivas-Sanskrit Department

Mr. Indushekar-Hindi Department

Capt.Lakshmidevi L P-NCC

Dr. Venkateshiaha K M- Program Officer N SS

Smt. Srilakshmi V Kittur- Program Officer YRC

Smt. Mandasmitha C-Placement Officer

Capt.LakshmiDevi L P-Convener Cultural Committee

Sri.Mahendra M-Office Superintendent

Smt.Shushma Bhat-Librarian

S. Lakshmi
Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

IQAC Meeting

Dated: 29th March 2021

Time: 11:45 AM

Venue: Principals Chamber

Agenda:

Internal Academic and Administration Audit

Members Present:

Principal

IQAC Coordinator

All Teaching and Non-Teaching Staff

Recordings:

This meeting was convened to share information about the Internal Academic and Administrative Audit which will be conducted in the college.


IQAC Coordinator with the permission of the principal shared the procedure of the Triple-A with all the members present.

She also mentioned that all staff of APSCC will be participating in Triple-A and teams will be framed, such teams will go and audit the allotted College Internal Committees/Departments.

The principal also said that everybody should cooperate and successfully complete the Triple-A process.

Outcome:

Checklists, teams, and schedules were fixed and circulated to all the concerned staff.


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ACHARYA PATA SHALA COLLEGE OF COMMERCE,
BANGALORE

IQAC

Meeting Notice

15/03/2021

All the faculties are hereby informed to attend the meeting of IQAC on 15th March 2021 at 1:00 PM in the Principal's Chamber without fail.

Agenda:

AQAR 2019-2020

Delegation of submission Criteria wise

Sulekshi
IQAC Coordinator, meeting Convener

Vice Principal/Ex-Officio Member

Criteria-1-Dr. Venkateshah K M (MandaSmitha C)

Criteria-2- Ms.Bhagyalakshmi B N

Criteria 3-Dr.Sudha B S

Criteria-4- Ms.Darshini

Criteria-5- Mr. Shankar K

Criteria-6-Ms. Srilakshmi V Kittur

Criteria-7-Capt.Lakshmi Devi L P

[Signature]
Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

IQAC Meeting

Dated: 15th March 2021

Time: 1:00 PM

Venue: Principals Chamber

Agenda:

- AQAR 2019-2020
- Delegation of submission Criteria wise

Members Present:

Dr. B Parmesh

Ms. Srilakshmi V Kittur

Criteria-1-Dr. Venkateshah K M (MandaSmitha C)

Criteria-2- Ms.Bhagyalakshmi B N

Criteria 3-Dr. Sudha B S

Criteria-4- Ms.Darshini

Criteria-5- Mr. Shankar K

Criteria-6-Ms. Srilakshmi V Kittur

Criteria-7-Capt.Lakshmi Devi L P

Recordings:

The principal started the meeting by addressing the members to make valuable contributions to the preparation of AQAR 2019-20 as per their criteria. He also assured me that any information required to form the office will be provided immediately.

IQAC Coordinator appealed to the members to submit the criteria-wise documents and reports properly so that they will not be confused while submitting the same.

The Excel sheet format for giving information as per NAAC is provided in the Staff System so that the member can access the same and will also be sent to their respective mail ids.


Criteria-2 Convener raised an issue regarding the QLM wherein 200 words need to be written whether it has to be written by the concerned criteria or the IQAC coordinator, for that coordinator replied that it has to be written by the concerned criteria and IQAC coordinator will check the same before submitting.

IQAC coordinator requested the principal for an office assistant. Which was approved

Outcome:

AQAR 2019-20 was successfully submitted.


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ACHARYA PATA SHALA COLLEGE OF COMMERCE,
BANGALORE

IQAC

Meeting Notice

04/06/2020

All the faculties are hereby informed to attend the meeting of IQAC on 5th June 2020 at 11:30 AM in the Principal's Chamber without fail.

Agenda:

External Adviser is visiting us to proceed with his further suggestions and guidelines.


IQAC Coordinator


Principal
A.P.S. College of Commerce
N. R. Colony,
Bangalore - 560 019.

IQAC Meeting

IQAC Meeting

Dated: 04/06/2020

Time: 11:30 PM

Venue: Principals Chamber

Agenda:

The external Adviser is visiting us to proceed with his further suggestions and guidelines.

Members Present:

Dr. B Parmesh

Ms. Srilakshmi V Kittur

All Teaching and Non-teaching Staff

Recordings:

With the review of the previous meeting, we started with the meeting wherein the external members gave loads of suggestions and advice in preparing for SSR.

He mentioned the additional documents play a very important role in presenting our SSR.

Additional documents could be Photographs/Geo-tagged, circulars, Minutes of the meeting, and invitation letters of communication which are to be duly signed by the concerned authority and Head of the Institution.

Doubts and queries were raised from Library, NCC, and Criteria -1 & 2 as in this meeting he was concentrating on C-1 & 2

Outcomes:

- Much of the information and knowledge was given to the teaching and nonteaching.
- Committees and Criteria teams have started working on the same.

Srilakshmi V Kittur
Co-Ordinator
IQAC
Acharya Pathasala College of Commerce
N.R. Colony, Bangalore - 560 019

B. Parmesh
Principal
A.P.S. College of Commerce
N. R. Colony,
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2021-22

MINUTES OF THE MEETING OF THE IQAC TEAM CONVENED BY PRINCIPAL,
DR. B PARAMESH, ON 14TH JANUARY 2022 AT 12:30 PM IN THE COLLEGE
LIBRARY.

Members Present:

Sl.No	Names	Designation
01	DR. A Ramprasad-	Academic Committee Member and NAAC Advisor – Special Invitee
02	Dr. B Paramesha	Principal/Convener of the Meeting
03	Smt.Srilakshmi V Kittur	IQAC Coordinator, Criteria-6, convener, Member
04	Smt.MandaSmitha N	Criteria-1 Convener, Member
05	Mr.RajuMuthu	Criteria-2 Convener, Member
06	Smt.Shilpa V	Criteria-3 Convener, Member
07	Ms. Darshini V	Criteria-4 Convener, Member
08	Mr. Shankar K	Criteria-5 Convener, Member
09	Dr.Channamaraiah	Criteria-7 Convener, Member

Smt. Srilakshmi V Kittur welcomed the members to the meeting with the permission of the Chair and Principal.

Principal, Dr. B Paramesha introduced the members present to the chair and also appealed Dr. Ramaprasad to give guidance and advice on the NAAC Accreditation process.

Agenda: 1

Preparedness for NAAC Accreditation:

Dr. A Ramprasad(ARP) directed the members to present their respective Criteria status and give updates and information on the same.

Criteria1-: Smt.MandasmithaN, Convener explained the members present about the criteria as the key metrics it was given to understand from her presentation that almost all the required aspects of criteria -1 are met with but there are few metrics which are yet

needs to be prepared like the Analysis of the feedback on syllabus and teachers. It was also brought to the notice of the Chair that there were two ADD-ON certificate courses which were conducted in these 5 years and the details of the same are documented and maintained.

When asked by the sri. ARP regarding the marks expected- it was guessed that perhaps 70-80 can be expected on 100

Criteria- 2:Convener, Mr. Rajumuthu, started his explanation that this criterion carries about 350 marks and 7 key metrics are there in that, 2.2.1 which talks about “The institution assesses the learning levels of the students and organises special programmes for advanced learners’ ad slow learners’ which needs to be prepared yet and for which the Chair (ARP) also suggested that he will give the format for the same.

It was suggested by the Cahir under metrics 2.3.2 “Teachers use ICT enabled tools for effective teaching learning process” the college to apply for licence for on-line learning like Swayam, Coursera, Eduex, NAPTEL so that students are doing those course simultaneously along with their main course.

2.3.3“Ratio of Mentor to students for the academic and other related issues” is not yet ready and a common/standard Mentor-Mentee meeting format to be used whichincludes:

- **Student updated**
- **Reasons of absence if ay**
- **Standard of learning**
- **Level of understanding**
- **Any other issues other than academics**

It was suggested in the meeting a 52” monitor TV to be installed in the library or some identified place so that the students who come late and cannot make it to the calls can have online lesson there.

Criteria-3: -Smt.Shilpa V gave the updates regarding this and said that she has collected all the required document for the criteria and will arrange according to the standard format as prescribed by NAAC.

It was also mentioned by her that only almost all the teachers have published their papers but only 2 faculties have the impact factor (Smt.Srilakshmi V Kittur and Mr. Arjun) Mr. Arjun has the H-index also. As Research, innovation and Extension was the compliance factor in the previous accreditation, there is a lot of improvement in the same. It was suggested in the meeting to collect MoU with BM Narayan Hospital from the Trust Office which is functional. Furthermore, it was also recommended to conduct IPR related sessions.

Criteria-4: - Ms. Darshini V, as per the criteria metrics all the required and supporting documents have been collected like the blue print, bills, AMC etc.

The only concern is the Bandwidth and the website of the college, as far as bandwidth is concerned there is 20MB bandwidth(BSNL) is there but it is not even giving 6-7 also and college website is not yet ready due to some issues from the Vendor's side.

Language Lab is not functioning though it is setup by the English Department in 2019 itself, all the required equipments required, like 30 systems and headphones have already been acquired it is not in use.

Convener was expecting 70-80 on 100 for this criteria.

Criteria-5: - Mr. Shankar is heading this Criteria as per the updates given the concerns are mentoring and alumni engagement of metric no., 5.4.1 and 5.4.25.4.1 there are some supporting documents but 5.4.2 there are absolutely no such contributions during the last five years. So it's better to opt out of the same. Principal also seconded his opinion of opting out of the same.

80-90 on 140 is what is expected.

Criteria-6:- Smt. Srilakshmi V Kittur –Vision and Mission, Strategy development and deployment, Faculty Empowerment strategies in that 6.3.1 there is no such welfare measure provided to the faculties, so it's better to opt out of the same.

6.3.3 Can also be opted out and other metrics are met with as per the requirement of the key metrics of Criteria-6, so on 100, 65-70 can be expected.

Criteria-7: -Dr.Channamaraiah showed his preparedness of 7.1 that is Institutional Values and Social responsibilities which the college have to some extent like safety and security, counselling and women empowerment cell and its interesting activities.

Green Audit Report conducted in the college is also made available by the IQAC.

7.2 Best practices it was identified that

- 1) Fees concessions to the need and meritorious students.
- 2) NSS activities-especially adopting a remote village near by Bangalore for about a week and conducting various awareness. Guest lectures, yoga shibir and entertainment programs, involving the natives of that village.
- 3) IQAC has initiated a regular YOGA as the curriculum of the college.

7.3 Institution Distinctiveness needs to be prepared.

Marks expected 70/100

Following were the points of highlights of the meeting.

Sl.No	Action points
01	Licence for E-learning courses Swyam, courser, EduEx ,NAPTEL
02	online centralised learning media like installation of 52' or more TV in a selected place of the campus(library/dedicated room) so that it is easily accessible to students
03	Dedicated internet connection (a minimum of 100mbps speed) with stable connectivity throughout, throughout the college building. This is a priority, for NAAC, online teaching and ICT related work.
04	Divyanjan(Special facilities to Blind and specially disabled students) to facilitated in the college campus
05	WEBSITE designing to be the top priority.

Dr. A Ramprasad assured to put forth certain requirements of the institution before the Management and also suggested the members present to concentrate on the minute details of all the key indicators and he also assured in case of any confusions or doubts while preparing for SSR or other NAAC procedures, the members can approach for his guidance and suggestions.

He also mentioned any shortcomings in this cycle of NAAC has to be recorded so that the institution can have more strengthen facility and programs which will benefit the Student Community ultimately.

He also motivated members by acknowledging our involvement in the NAAC with good spirits and interest and to keep up our good work in progress.

Convener Dr. B Paramesh thanked Dr. A. Ramprasad for his valuable time and guidance and suggestions.

Minutes recorded by- Smt.Srilakshmi V Kittur, IQAC Coordinator


Convener/Principal

Dr. B Paramesh

Principal

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